

STANDARD OPERATING PROCEDURE

15.WAC.02

WASTE TRACKING

1.0 OBJECTIVE

Define operational procedures for tracking waste through receipt, movement, treatment, and disposal at the Clean Harbors Deer Trail (CHDT) facility.

2.0 SCOPE

This standard operating procedure (SOP) defines the procedures, electronic files, hardcopy forms, and their use in tracking waste at CHDT. It does not cover documentation of laboratory analysis, wastewater treatment plant operations, and radiation surveys, which are covered in other procedures.

3.0 POLICY

All waste received from off site, or generated on site, will have its properties and disposition properly documented in compliance with the RCRA permit and Colorado regulations. All waste storage, movements, treatment, disposal, and shipment off site will be properly documented in compliance with the RCRA permit and Colorado regulations.

4.0 RESPONSIBILITIES

Responsibilities of the CHDT Radiation Safety Officer (RSO), management, and staff are defined in the CHDT Radiation Protection Plan (SOP 15.RPP.01).

5.0 WASTE TRACKING

Clean Harbors utilizes an internet based electronic waste tracking data base to document all facets of waste operations from generation until final disposal. Certain hardcopy forms and logbooks are used to provide additional documentation of waste transport and disposal. A step-by-step description of the waste tracking process is as follows:

5.1 Uniform Manifest

A uniform hazardous waste manifest (shown in Attachment 1) will usually be used by the waste shipper/generator to document the waste shipment and end facility. Alternatively, a nonhazardous waste manifest or a bill of lading may be used to document waste shipments. If required for license transfer purposes, NRC forms 540 and 541 will also be utilized. The utilization of these forms is governed by regulation. After a shipment is received at the facility, and any discrepancies are resolved, the manifest will be signed for by the facility and a copy will be sent back to the waste generator. Copies of the signed manifest are also scanned into the Clean Harbors waste tracking database and hardcopies are kept on file at CHDT.

5.2 Weight Ticket

Each shipment of waste is weighed at the truck scales at the front of the facility. Gross, tare, and net weight are shown on the weight ticket. Radiation exposure rates determined by the portal

monitors are recorded on the weight ticket (Attachment 2). Copies of completed weight tickets are scanned into the Clean Harbors waste tracking database and are kept on file at the facility. Gross, tare and net weights are also entered into the Clean Harbors waste tracking database.

5.3 Gate Log

Information on each incoming waste shipment will be entered in the Clean Harbors waste tracking database. A hardcopy Gate Log of all incoming waste shipments will also be updated on a daily basis and kept on file at CHDT. An example copy of the Gate Log is shown in Attachment 3. Each incoming load is assigned a load number. This load number will be used as the identification number for filing all incoming load documentation.

5.4 Site-Generated Log

Information on each quantity of site-generated waste will be entered into the Clean Harbors waste tracking database. A hardcopy Site-Generated Log will also have this information entered into it and will be kept on file at the facility. An example of this is found in Attachment 4.

5.5 Waste Receiving Report

Information entered into the Clean Harbors internet based waste tracking system (WIN WEB), can be printed out and summarized on a document called a Waste Receiving Report. An example of this is shown in Attachment 5. The Clean Harbors waste tracking system assigns unique numbers to all waste containers.

5.6 Waste Tracking Form/Work Order

A Waste Tracking Form is generated for the shipment. The Waste Tracking Form will be used to track onsite movements or creation of waste (Attachment 6). The waste tracking form provides instructions to CHDT workers for treatment and disposal of waste and provides a format for them to record landfill or treatment locations. .

5.7 Stabilization Recipe

This form provides the information necessary for treatment operations; it contains mixing and reagent addition instruction and safety precautions.

5.8 Bulk Container Inventory

An inventory of bulk containers will be made each operating day (an example inventory form is shown in Attachment 7). The location, identification and description of each bulk container will be entered in the Bulk Container Inventory form printed out each day. Each day's form will be filed.

6.0 FORMS

6.1 Form Format

Tracking forms are subject to frequent revision in order to resolve new and unforeseen circumstances and to improve recordkeeping. Minor changes to the form format may be made by the CHDT RSO, CHDT General Manager, or designee at any time.

ATTACHMENT 1 – UNIFORM MANIFEST

Please print or type. (Form designed for use on elite (12-pitch) typewriter.)

Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator ID Number		2. Page 1 of		3. Emergency Response Phone		4. Manifest Tracking Number 002589559 FLE				
		5. Generator's Name and Mailing Address						Generator's Site Address (if different than mailing address)				
Generator's Phone:												
6. Transporter 1 Company Name						U.S. EPA ID Number						
7. Transporter 2 Company Name						U.S. EPA ID Number						
8. Designated Facility Name and Site Address						U.S. EPA ID Number						
Facility's Phone:												
GENERATOR	9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))				10. Containers No. Type		11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes		
	1.											
	2.											
	3.											
	4.											
14. Special Handling Instructions and Additional Information												
15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.												
Generator's/Offeror's Printed/Typed Name						Signature		Month Day Year				
TRANSPORTER INT'L	16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. Port of entry/exit: _____ Transporter signature (for exports only): _____ Date leaving U.S.: _____											
	17. Transporter Acknowledgment of Receipt of Materials											
	Transporter 1 Printed/Typed Name						Signature		Month Day Year			
	Transporter 2 Printed/Typed Name						Signature		Month Day Year			
DESIGNATED FACILITY	18. Discrepancy											
	18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection											
	18b. Alternate Facility (or Generator) Manifest Reference Number: _____ U.S. EPA ID Number _____											
	Facility's Phone: _____											
	18c. Signature of Alternate Facility (or Generator) _____ Month Day Year											
19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)												
1.			2.			3.			4.			
20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a												
Printed/Typed Name						Signature		Month Day Year				

EPA Form 8700-22 (Rev. 3-05) Previous editions are obsolete.

DESIGNATED FACILITY TO DESTINATION STATE (IF REQUIRED)

ATTACHMENT 2 – WEIGHT TICKET

Weight Ticket

Clean Harbors Deer Trail, LLC
108555 E. US Highway 36
Deer Trail, CO 80105

Date _____

Drum # _____	Gross
Load # _____	Tare
Manifest # _____	Net
Sales Ord # _____	
Profile # _____	
Container # _____	_____
Trailer # _____	_____

Driver _____ [] on [] off Weighed by: _____

Gate Monitor Radioactivity Readings (μR/hr) East _____ West _____

Washouts			Exit Survey		
	Yes	Initials		Yes	Initials
None	[]	_____	DOT Empty	[]	_____
Tank Wash	[]	_____	Free Release Survey	[]	_____
Rolloff Wash	[]	_____			
Vacbox Wash	[]	_____			
Other Cleanout	[]	_____			
Wheel Wash	[]	_____			



Clean Harbors Deer Trail LLC

15.WAC.02 Waste Tracking

Revision: 2

Date: 11/15/2010

ATTACHMENT 3 – GATE LOG

Load#	Date	State	Doc#	State Man#	CH WO#	Generator	Profile	Actual Weight	Estimated Weight	Date Ret	Manif	Date Copies		CH Drum#	Container #	Comments
												Faxed				



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ATTACHMENT 4 – SITE GENERATED LOG

Onsite Load#	Date	Waste Name	Profile	From	To	Volume	Weight	Drum#	Container Type	Container Size	Container #	Comments

ATTACHMENT 5 – EXAMPLE WASTE RECEIVING REPORT

Clean Harbors Environmental Services, Inc.				Waste Receiving Report																																							
Plant Received Date: 3/3/2005 12:00:00AM				Generator: [REDACTED]																																							
Work Order #: D9927737				Customer: [REDACTED]																																							
Receiving Facility: Deer Trail Landfill (DR)				Manifest: [REDACTED] Cnt: 1																																							
Equipment: UNKNOWN				Generator EPA ID: [REDACTED] State EPA ID: [REDACTED]																																							
Line Item	Shipping Name/ US DOT Description	UN/NA Number	Container No. Type	Total Quantity	Unit Wt/Vol	CHI Pre-Code	Profile Number	Pkg Grp	Hazard Class	Hazd Zone																																	
11A	HAZARDOUS WASTE, LIQUID, N.O.S. (CHROMIUM, LEAD)	NA3082	1 TT	41,000	P	CCS	CH28928B	III	9 MISCELLANEOUS HAZARDOUS MATERIAL																																		
Profile Constituents (ordered by Max %) <table border="1"> <thead> <tr> <th></th> <th>Min</th> <th>Max</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>WATER</td> <td>70.00</td> <td>80.00</td> <td>METAL HYDROXIDES</td> <td>0.00</td> <td>20.00</td> <td>LEAD</td> <td>0.00</td> <td>7.00</td> <td></td> <td></td> </tr> <tr> <td>CHROMIUM</td> <td>0.00</td> <td>4.00</td> <td>SELENIUM</td> <td>0.00</td> <td>1.50</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>												Min	Max									WATER	70.00	80.00	METAL HYDROXIDES	0.00	20.00	LEAD	0.00	7.00			CHROMIUM	0.00	4.00	SELENIUM	0.00	1.50					
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** THE PROFILE INDICATES THAT THIS WASTE CONTAINS AN OSHA REGULATED SUBSTANCE, CONTACT HEALTH & SAFETY PRIOR TO HANDING.

Waste Codes		Tank Wash:	Tank Cleanout:	Tank Entry:	None:	CHI Providing Trans:	Y	Quoted Tank Wash Price:	[REDACTED]																																																												
<table border="1"> <thead> <tr> <th>Least Cost Outlet</th> <th>Outbound Profile</th> <th>Outbound Profile Description</th> <th>Cons (Y/N)</th> </tr> </thead> <tbody> <tr><td>LG</td><td>CCS-ARSENIC</td><td>HIGH Arsenic contaminated solids- SPECIAL TREATMENT</td><td>Y</td></tr> <tr><td>LG</td><td>LAC2</td><td>LIQUID ACID CONCENTRATED D002 ONLY</td><td>Y</td></tr> <tr><td>LG</td><td>LAC2D</td><td>LIQUID ACID CONCENTRATED, D002, D004-11</td><td>Y</td></tr> <tr><td>LG</td><td>LAC2DF</td><td>LIQUID ACID CONCENTRATED, D002, D004-11, F006-F012,</td><td>Y</td></tr> <tr><td>LG</td><td>LB2D</td><td>ALKALINE LIQUID/SLUDGE D002, D004-11</td><td>Y</td></tr> <tr><td>LG</td><td>LB2DF</td><td>ALKALINE LIQUID/SLUDGE D002, D004-11, F006-12, F019</td><td>Y</td></tr> <tr><td>LG</td><td>lg-ch75714</td><td>Milling/Grinding Sludge</td><td>Y</td></tr> <tr><td>LG</td><td>LG-CH81342</td><td>SODIUM NITRATE LIQUID/ E.C.M.</td><td>Y</td></tr> <tr><td>LG</td><td>LM98-0149</td><td>343912 INORGANIC WASTEWATER-REG. WATER</td><td>Y</td></tr> <tr><td>LG</td><td>LND</td><td>NEUTRAL LIQUID/SLUDGE D004-11</td><td>Y</td></tr> <tr><td>LG</td><td>LNDF</td><td>NEUTRAL LIQUID/SLUDGE D002, D004-11, F006-12, F019</td><td>Y</td></tr> <tr><td>LG</td><td>SAD2DF</td><td>SOLID ACID D002, 4-11, F006-12, F019</td><td>Y</td></tr> <tr><td>LG</td><td>SBND</td><td>SOLID BASIC/NEUTRAL D002 & D004-11</td><td>Y</td></tr> <tr><td>LG</td><td>SBNDF</td><td>SOLID BASIC/NEUTRAL D004-11, F006-12, F019, F035 LOW</td><td>Y</td></tr> </tbody> </table>										Least Cost Outlet	Outbound Profile	Outbound Profile Description	Cons (Y/N)	LG	CCS-ARSENIC	HIGH Arsenic contaminated solids- SPECIAL TREATMENT	Y	LG	LAC2	LIQUID ACID CONCENTRATED D002 ONLY	Y	LG	LAC2D	LIQUID ACID CONCENTRATED, D002, D004-11	Y	LG	LAC2DF	LIQUID ACID CONCENTRATED, D002, D004-11, F006-F012,	Y	LG	LB2D	ALKALINE LIQUID/SLUDGE D002, D004-11	Y	LG	LB2DF	ALKALINE LIQUID/SLUDGE D002, D004-11, F006-12, F019	Y	LG	lg-ch75714	Milling/Grinding Sludge	Y	LG	LG-CH81342	SODIUM NITRATE LIQUID/ E.C.M.	Y	LG	LM98-0149	343912 INORGANIC WASTEWATER-REG. WATER	Y	LG	LND	NEUTRAL LIQUID/SLUDGE D004-11	Y	LG	LNDF	NEUTRAL LIQUID/SLUDGE D002, D004-11, F006-12, F019	Y	LG	SAD2DF	SOLID ACID D002, 4-11, F006-12, F019	Y	LG	SBND	SOLID BASIC/NEUTRAL D002 & D004-11	Y	LG	SBNDF	SOLID BASIC/NEUTRAL D004-11, F006-12, F019, F035 LOW	Y
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Restrictions:																																																																					
Restrictions, Other:																																																																					
Drum No.	Final Code	Qty	Cont. Type	H2O Mix (Y/N)	Ph (Value)	Ign (Y/N)	CN (+/-)	Sulfide (Y/N)	PCB Value	Rad (Y/N)	Oxid (Y/N)	CC Insp	Chlorine (Y/N)	Weight (pounds)	Comments																																																						
6543865		40,000	TT																																																																		

1 Item(s) printed for CO05003-D9927737

ATTACHMENT 6 – WASTE TRACKING FORM

Load # _____						
Campaign # _____						
From: _____ ▼	To: CELL3					
Container Information						
Box Number(s): N/A						
No. of Containers: _____	Total Weight: _____ pounds					
Container Type(s): _____ ▼	Container Size: _____ ▼					
Drum Numbers: _____						
Waste Information						
Waste Name: _____						
Profile #(s): _____						
Generator(s): _____						
EPA Codes: _____						
Radioactive? NO	State/NRC Licensed Waste? No					
Radionuclides NONE						
Present						
Safety Information						
PPE Requirements: Level C	Special Handling: NONE					
Monitoring: N/A	Spill Response: Contain					
Known Hazards: _____	Cell Exit Req.: _____ ▼					
Fire Fighting: Use Water	Washout Req.: Wheel Wash ▼					
Landfill Grids						
Landfill Loads	Tier	Alph	Num	Initials	Time/Date	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Created by: DAN OBRIEN	Date: _____
Authorized by: _____	Date: _____
Transfer Tech: _____	Date: _____

ATTACHMENT 7 – EXAMPLE BULK CONTAINER INVENTORY

Bulk Container Inventory										
7/31/2004				Prepared by:						
Type	Size	Container Number	Site # or Campaign #	Arrival Date	Days on Site	Location (A, B, or 10 Day)	Row	Order	Profile #	Comments or Car number
RO	20	UPCU410733	56024	5/21/2004	71	B	7	4	SNDEBRISO-KP-OFF	
RO	20	UPCU411688	56035	5/21/2004	71	B	7	5	SNDEBRISO-KP-OFF	
RO	20	USPC37176	56041	5/28/2004	64	B	7	6	SNDEBRISO-KP-OFF	
RO	20	UP410320	56085	6/26/2004	35	B	6	5	SNDEBRISO-KP	
RO	25	UPCU410377	56088	8/26/2004	-26	B	2	2	CH55486B	
RO	20	USPC30007	56089	6/28/2004	33	B	6	4	SNDEBRISO-KP	
RO	40	MSUU410119	56090	6/29/2004	32	B	6	3	SNDEBRISO-KP	
RO	40	UPCU411224	56092	6/29/2004	32	B	6	2	SNDEBRISO-KP	
RO	20	410714	56094	6/30/2004	31	B	6	1	SNDEBRISO-KP	
RO	25	UPCU410666	56103	7/8/2004	23	A	3	5	SNDEBRISO-KP	
RO	40	UPCU411150	56113	7/13/2004	18	B	1	2	SNDEBRISO-KP	
RO	40	MSUU410200	56114	7/13/2004	18	B	1	3	SNDEBRISO-KP	
RO	40	UPCU411716	56116	7/14/2004	17	B	3	2	SNDEBRISO-KP	
RO	40	UPCU411369	56117	7/14/2004	17	B	3	3	SNDEBRISO-KP	
RO	40	UPCU411089	56119	7/14/2004	17	B	3	1	SNDEBRISO-KP	
RO	20	UP220413	56120	7/14/2004	17	B	1	1	SNDEBRISO-KP	
RO	40	UPCU411312	56121	7/15/2004	16	B	4	2	SNDEBRISO-KP	
RO	40	UPCU419921	56122	7/15/2004	16	B	4	3	SNDEBRISO-KP	
RO	40	UPCU411293	56123	7/15/2004	16	B	5	3	SNDEBRISO-KP	
RO	40	UPCU411247	56124	7/15/2004	16	B	5	4	SNDEBRISO-KP	
RO	20	A413-25	56126	7/16/2004	15	A	3	7	AP309752KP	
RO	20	UPCU410816	56127	7/16/2004	15	B	5	2	SNDEBRISO-KP	
RO	25	UPCU410828	56128	7/16/2004	15	B	4	1	SNDEBRISO-KP	
RO	20	A517-25	56129	7/16/2004	15	A	3	6	AP309752KP	
RO	40	MSUU410258	56132	7/17/2004	14	A	6	10	SNDEBRISO-KP	
RO	20	LMF030003	56133	7/17/2004	14	A	6	11	SNDEBRISO-KP	
RO	20	35270	56134	7/17/2004	14	A	6	8	SNDEBRISO-KP	
RO	40	UPCU419947	56135	7/17/2004	14	A	6	9	SNDEBRISO-KP	
RO	20	UP220394	56136	7/19/2004	12	A	4	8	SNDEBRISO-KP	
RO	40	UPCU419920	56137	7/19/2004	12	A	4	9	SNDEBRISO-KP	
RO	20	LMF037218	56138	7/19/2004	12	A	4	7	SNDEBRISO-KP	
RO	40	MSUU410242	56139	7/20/2004	11	A	4	5	SNDEBRISO-KP	